



CITY OF CHICOPEE

Department of Public Work

PARKS DIVISION

687 Front Street Chicopee, MA.

RECREATION OFFICE 413-594-3481 413-594-3486 (fax.)

Carolyn Porter
Parks Superintendent

Richard Maciolek
Assistant Superintendent

Parks and Recreation Commission

Meeting Minutes

Tuesday, April 24, 2015

- A. **Call meeting to order:** 7:10 pm Motion to call meeting to order by Gary Ziemba. Seconded by Nancy Fenton. Approved

Attendance: Chair Doug Girouard and Commissioners: Nancy Fenton, Elizabeth Montemagni, William Courchesne and Gary Ziemba. Supt Carolyn Porter

- B. **Minutes of prior meeting:** February 24, 2015 minutes – Motion to approve by William Courchesne and Seconded by Nancy Fenton Approved. March 31, 2015 minutes – Motion to accept by Gary Ziemba, seconded by William Courchesne. Approved

C. **Communications:**

Special Events in park requests

1. Springfield Recruiting Pool event Sat, May 16 10 -4:30pm at River Park. Motion to approve by William Courchesne, seconded by Nancy Fenton. Approved.
2. Cub Scout Pack 138 requests use of City Park 9 -4:30. Motion to approve by Gary Ziemba, seconded by Elizabeth Montemagni. Approved
3. July 4th Celebration Concession Vendor and Szot Stadium vendor inquiry – Tom Kielbania Jr.. Discussed and decided to leave the concession vendors in the hands of the Parks Dept.
4. Request from Lisette Rivera for ma balloon release for brain cancer/tumor awareness month, in honor of a 4 year old family member who passed. 50 families anticipated. Motion to approve by Elizabeth Montemagni, seconded by Nancy Fenton. Approved
5. Email received from Scott Lanzuillo to explore the possibility of having an end of season playoff for the 11 & 12 year old age group. Motion made by Gary Ziemba to encourage Recreation Specialist to offer an end of season tournament not a playoff. Seconded by Elizabeth Montemagni. Approved.

D. **Recreation Report**

1. Adult leagues: Volleyball ended, Baseball & Softball league fees reviewed from surrounding communities. League fees raised by \$25. Leagues have begun on schedule even with the late spring.
2. Adult Programs: Fitness & Yoga attendance steady, Lap swim & Water walking continued to have low attendance.
3. Youth Rec: 8 T-ball teams, 22 Baseball teams & 16 Softball Teams
4. Youth Programs: Lego build, Cartooning class, CPR/First aid, Lifeguard training and Babysitting,
5. Aquatics Programs: Swim Lessons, open swim,
6. Kinder Korner – state inquiry regarding our status as a “day care”. Last session starts April 27 and ends June 12. Following discussion Commission urged caution regarding State mandates.
7. Summer Staff applications still available for lifeguards and playground attendants
8. Summer: July 6 – August 14 OPEE Summer Program - list of staff hires, current enrollment average 135 per session, can take 175 per session.
9. Youth Sport Camps brochures available

10. Assistant Superintendent's Report – Easter Egg Hunt 4/11/15, 256 children – 2800 eggs, event broke even donations. Planning summer concert series. Field scheduling with High School programs, adult baseball and legion teams, ongoing CORI approvals for seasonal and coaching personnel, planning summer Food Program application.

E. Maintenance Report

1. Tasks Accomplished – High School Tennis took the courts earlier than many surrounding communities with the efforts of the Parks Labor force to clear the snow from the courts. High school baseball & softball took field for practice the week of April 3 as grass was available, spring prep of diamonds. Additional tasks on going include Comfort station repairs, Pool assessment, Leaf pick up, painting soccer fields and diamond foul lines
2. Parks Labor force communications: 4 open positions, summer schedule positions, review of City Guidelines re nondiscriminatory work place, need for Hydraulic lic & CDL's,
3. Roca: Leaf and stick pick up – Dana, Szot, Sarah Jane, Garrity

F. Old Business:

1. Wisniowski Park-Our Common Backyards Grant update. Walk through May 19 with State.
2. Update Szot Phase 2 & phase 3 – Tom Scarlata, Architect Agreement, AAB hearing 7/13/15
3. Update Pool repairs - estimates by AECOM on 3 pools. Extensive discussion amongst Commissioners regarding the expense and the relative need to repair all four pools. Most favored one new pool as soon as possible. Then re-evaluate a need for a second pool after a few years.
4. Open Space Plan – update: letter of support, Conservation Works site assessments for ADA
5. InspireWorks summer enrichment program – update – Meeting with Summer School 5/6/15
6. Chicopee Community Garden Council – MOU & Harvard Pilgrim Foundation Grant \$5,000
7. Field Use Policy - tabled
8. Other Old Business: Request to paint River Parking lot
9. Status of Legion \$500 check due for last year's use of field lights.
10. Review of Church league fees based on complaints and large increase. Found church league was given a really low rate for many years. This year it is the standard rate and they are using the softball diamonds with the newly skinned infields at Rivers:

G. New Business:

1. Rivers Softball diamonds 1 & 2 renovations complete. \$4,400 each paid for out of the Parks special account. Motion to approve by Gary Ziemba, and seconded by William Courchesne. Approved
2. Park Clean-up Day – Date May 2 – playground safety surfacing at Lincoln Grove, Szot, Fairview Rivers, Sarah Jane. Being managed by Rich Maciolek
3. Front Street Office winter water damage – second contractor quote -
4. Playful City Grant Application Complete with the leadership
5. of the Planning Department
6. Park Planning Assessment Tool – State developing a new assessment tool. Reviewing with Planning Dept.
7. Sani- Cans scheduled to be on site May 2 – adding Rivers, Sarah Jane, Szot, Dana, Litwin, Ash, and Williams. Motion to approve this initiative by Nancy Fenton, seconded by William Courchesne. Approved.
8. Requesting quotes for pool chemicals through purchasing office.
9. July 4th Fireworks Vendor and Concession Vendors being sought. Fireworks date June 27
10. Proposal to expand Park Ranger to a second position to monitor other parks besides Szot. Rivers pavilion now has a grill so this is a much more desirable site to rent. Also to monitor fields where we have had issues with organized teams hosting league games without permits. Motion to approve by Elizabeth Montemagni, seconded by Nancy Fenton. Approved.
11. Other new business: Inquiry regarding the reappointment of current Park Commissioners by the Mayor.

H. Meeting adjourned: Motion by Gary Ziemba, seconded by Nancy Fenton. Approved

I. Next Meeting: _____ Wednesday May 27, 2015 _____

Elizabeth Montemagni 6/29/15